Council Meeting Minutes December 13th, 2022

Members Present: Rodney Critch, Mayor; Ivy Piercey, Deputy Mayor; Susan Critch, Councillor(Virtual); Rick French, Councillor; Derek Martin, Councillor; Linda Moyles, Councillor; Felix St. George, Councillor

Also Present: Shelly Burrage, Town Clerk/Manager; Sammy Burrage, Assistant to Superintendent

Meeting called to order at 7:00pm.

Adoption of Agenda

Motion #2022-133 **I. Piercey/S. Critch**

Resolved to adopt the agenda.
Favour: 7; Opposed: 0; **Carried**

Adoption of Minutes

Motion #2022-134 **R. French/L. Moyles**

Resolved that the minutes of the regular Council meeting that was held on November 29th, 2022, be adopted.
Favour: 7; Opposed: 0; **Carried**

BUSINESS ARISING

Housekeeping

- The lift station pump is at RPM getting repaired.
- A vac truck will be contacted to clean out the lift station.
- There is a power outage scheduled for Sunday, December 18th from 8:00am – 12:00pm due to repairs on the poles. The pumphouse will operate on generator during this time.
- Wrench and socket sets are needed. Councillor French will pick up the necessary items.
- 30 tonnes of sand have been delivered.

Gas Tax Projects

Chlorine:

The chlorine system installation is scheduled to begin on Wednesday, December 14th.

Lift Station

Contracts have been sent to Western Pumps to be signed.

F-350 inspection

Council reviewed the invoice that outlined the work was done on the F-350 as part of the inspection.

254 Main Road

Councillors French and Martin visited the area with maintenance staff after the last meeting. Measurements that were taken of the width of the lane between the survey pins are 12 feet apart by the Main Road and 10 feet apart at the top. The length is approximately 40-50 feet. This area was never plowed by the town. There is not enough room for the town's vehicles to safely operate. Council discussed the issue and resolved to not take over the plowing of this driveway because it was not plowed by the town before, and it is not wide enough for the town's vehicles to safely operate.

Motion #2022-135 **R. French/F. St. George**

Resolved that Council will not take over the plowing of this driveway because it was not plowed by the town before and it is not wide enough for the town's vehicles to safely operate.
Favour: 6 – Mayor Critch, Deputy Mayor Piercey, Councillors French, Martin, Moyles, St. George
Opposed: 1 – Councillor Critch
Carried

BUISNESS ARISING(CONT.)

Time Sheets

Council reviewed the time sheets for the employees for the period November 23rd, 2022, to December 9th, 2022.

Public Wharf

Kerry Hann, TriNav, has been contacted for a quote for a structural engineering analysis. Council stated that the town office can take bookings for the wharf for 2023.

Sammy left the meeting at 7:35pm.

NEW BUSINESS

Town Office Closure – Christmas

The town office will be close at 12:00pm on Friday, December 23rd and will remain closed to Monday, January 2nd. It will reopen on Tuesday, January 3rd at 8:00am.

Excavation Permit Application

Council reviewed the new Excavation Permit application. There was some discussion as to when this permit would be required. If a person applies for a New Home Construction or a Garage/Shed permit, the excavation permit is not necessary. An applicant is allowed to dig a basement/crawl space as part of the New Home Construction or Garage/Shed permit. The Department of Municipal and Provincial Affairs has stated that it is important for Councils to be aware of what work is being completed in the town. One change was noted on the permit, at the beginning Council asked that it read: This permit is required for projects that require the use of trucks and/or heavy equipment.

Motion #2022-136 **D. Martin/R. French**

Resolved to approve the new excavation permit with the noted change in the wording: This permit is required for projects that require the use of trucks and/or heavy equipment.

Favour: 7; Opposed: 0; **Carried**

MMSB - Compost Bin Program

Council reviewed information from the MMSB about the purchasing of compost bins. Council decided not to avail of this program.

Tax Bill –Insert

Council reviewed the insert that will be placed in all 2023 tax bills.

Christmas Crier

Council reviewed the 2022 Christmas Crier.

FINANCE

Payables

Council resolved to pay the invoices as presented.

Motion #2022-137 **L. Moyles/D. Martin**

Resolved to pay all outstanding invoices.

Favour: 7; Opposed: 0; **Carried**

Cash Report

A copy of the cash report for November was given to Council for review.

Check Register

A copy of the check register for November was given to Council for approval.

Motion #2022-138 **I. Piercey/D. Martin**

Resolved to approve the check register for November.

Favour: 7; Opposed: 0; **Carried**

Christmas Bonus

Council resolved to issue a Christmas bonus to employees as per previous years - fulltime and fulltime- seasonal employees receive $100.00 and cleaning personnel to receive $50.00.

Motion #2022-139 **L. Moyles/ S. Critch**

Resolved that fulltime and fulltime- seasonal employees receive $100.00 and cleaning personnel to receive $50.00 as a Christmas Bonus.

Favour: 7; Opposed: 0; **Carried**

FINANCECONT.)

Town Clerk/Manager – Vacation Pay Owed

Council resolved to pay the town clerk/manager the vacation pay that she is owed.

Motion #2022-140 L. Moyles/D. Martin

Resolved to pay the town clerk/manager the vacation pay that she is owed.
Favour: 7; Opposed: 0; **Carried**

COMMITTEES

Karen Smith – Letter of Resignation

A letter was tabled from Karen Smith resigning as a member of Heriatge New Perlican. Council asked that a letter be sent to Ms. Smith thanking her for her years of volunteering with the committee.

Motion #2022-141 R. Critch/R. French

Resolved to adjourn the meeting at 8:35pm.
Favour: 7; Opposed: 0; **Carried**

Mayor

Town Clerk/Manager

Date